



## STRUCTURAL FIREFIGHTER

Department /Program: Public Safety & Emergency Services  
Reports To: Structural Fire Chief  
Salary/Hourly Range: 32  
FLSA Status: EXEMPT; Full-Time, Part-Time, Temporary

VALID DRIVER'S LICENSE REQUIRED  
PD Revised: 01/27/2016

### **INTRODUCTION:**

This position was developed for public safety work involving the protection of life and property through firefighting activities, responding to emergency incidents often performed under conditions which require strenuous physical exertion. This work includes varied duties requiring many different and related processes and methods. Decisions regarding what needs to be made include the assessment of unusual circumstances, variations in approach and incomplete or conflicting data.

The incumbent is under general supervision and line authority of the Structural Fire Chief. Major elements of a firefighters work are the participation in code enforcement activities performed by fire companies, supervised drills, and training in firefighting. Some time is spent in special and routine maintenance of equipment and apparatus and routine care of buildings and grounds, as well as public education activities. Work at the fire station and scenes of fires, is normally performed under close supervision in accordance with well-defined procedures, and is inspected in process and upon completion by a Fire Captain. Occasionally, employees in the position may be required to relief an officer of higher rank and when so assigned, are responsible for the management of all fire company programs and the supervision of assigned fire company and equipment at the scene of the fire until relieved of command by an officer of higher rank. Firefighters may be assigned to work on special assignments which call for special abilities and knowledge attained through experience and training.

### **KEY DUTIES AND RESPONSIBILITIES:**

(The following examples of duties are intended to be illustrative only and are not intended to be all inclusive or restrictive).

1. Lay and connect hose, holds nozzles and directs water streams, raises and climbs ladders and uses chemical extinguishers, bars, hooks, lines, and other equipment at the scenes of fires.
2. Performs salvage operations.
3. Administers basic first aid to injured persons.
4. Participates in fire drills and attends classes in firefighting, EMS and related duties.
5. Performs general maintenance work in the up-keep of the Fire department property.
6. Inspects building and premises for compliance with fire laws, checks on complaints and aids in the investigation of arson cases.
7. Inspects commercial and noncommercial buildings.
8. Signs citations and gives testimony in court in connection with fire code enforcement activities.
9. Organizes fire brigades and conducts fire drills in institutions and commercial establishments.
10. Attends public gatherings to ensure observance of fire safety requirements.
11. Participates in station radio communication test.
12. Conducts tours of station houses for civic and other interested groups.
13. Operates computer aided dispatch equipment.
14. Maintains regular and reliable attendance.
15. Demonstrates superior seamless customer service, integrity and commitment to innovation, efficiency, and fiscally responsible activity.
16. Performs other related duties as assigned and authorized.

### **PERSONAL CONTACTS:**

Contacts are with employees within/outside the immediate work area, outside agency representatives, local village/community officials/management personal, and the general public. The purpose of these contacts is to coordinate work efforts. Provide assistance/advisement, exchange factual information and develop a network of services on structural fire issues.

### **PHYSICAL EFFORTS & ENVIRONMENT:**

Work is sedentary and performed in a standard office environment requiring standard safety precautions typical of office/meeting rooms and in the field setting. Field work requires physical exertion such as long periods of crouching, stooping, bending standing, walking over uneven rough terrain, working in varying weather conditions and wearing of protective clothing and gear. Must be able to lift, wear and carry 70 pounds of equipment Travel on and off the reservation is required.

## **MINIMUM QUALIFICATIONS:**

### **1. Required Education, Training, and Experience:**

Education: High School diploma or G.E.D certificate;

AND

Experience: One year work experience performing duties and responsibilities as a Structural Firefighter;

OR

Any equivalent combination of Education, Training, and Experience which demonstrates the ability to perform the duties of the position.

### **2. Required Knowledge, Skills, and Abilities:**

Knowledge:

- Methods of Firefighting I: Principles and practices, Hazmat awareness
- Basic emergency first aid techniques
- Fire salvage and overhaul operations

Skills:

- Operate heavy firefighting motorized equipment and core of fire apparatus and equipment
- Comprehend and make inferences from written materials for task in firefighting, fire prevention and related activities
- Engage in moderate to strenuous physical activity and work long hours under emotional stress during emergency situations
- Establish and maintain effective working relationships with employees, coworkers, supervisors and the general public
- Use Self-Contained Breathing Apparatus and protective clothing to prevent exposure to hazardous materials and infectious diseases
- Make fine, highly controlled muscular movements to adjust the position of control mechanisms such as operating levers, pedals, and valves

Abilities:

- Work cooperatively with other tribal, local county, state, federal agencies and the public.
- Work at heights greater than ten feet
- Move objects between 20-50 pounds short distances (20 feet or more)
- Understand and follow oral and written instructions
- Perceive red, yellow and blue colors to recognize hazards identified by fire diamonds
- Communicate orally with customers, or the public in face-to-face one-on-one settings
- Tolerate extreme fluctuations in temperature while performing job duties
- Work for long periods of time, requiring sustained physical activity and intense concentration
- Rely on sense of sight and hearing to help determine the nature of an emergency and make operational decisions
- Make life and death decisions during emergency situations
- Work in a variety of weather conditions with exposure to the outdoor element
- Work safely without presenting a direct threat to self and others
- Learn job related materials through structural lecture and reading and through oral instructions and observation. This learning takes place in both classroom setting and in an-the-job training setting
- Observe or monitor objects to determine compliance with prescribed operating or safety standards
- Bend, or stoop repeatedly or continually over time to perform basic medical service or perform duties on the fire ground
- Perform duties requiring frequent pulling of 40 pounds or more, such as removing hose from apparatus, pulling ceilings, starting power equipment and operating doors on the apparatus

## **NECESSARY SPECIAL REQUIREMENTS:**

1. Must complete & pass the pre-employment screening, medical clearance in accordance with Hopi Personnel Policy and Procedures Manual.
2. Must possess valid Arizona Driver's License and complete/pass the Hopi Tribes Defensive Driving Course.
3. Due to the safety and/or security sensitive nature of this work, individual shall be subject to pre-employment alcohol, drug, and/or controlled substance testing as outlined in the personnel policies and procedures.
4. Must attend the required 10 hours of annual training required for maintaining certifications of basic first aid and CPR.
5. Must meet the qualifications to wear a tight fitting respirator by passing a medical evaluation test in accordance to CFR 1910.134.

## **DESIRED REQUIREMENTS:**

1. Speak and understand the Hopi or Tewa Language to translate Hopi or Tewa to English and visa-versa.
2. Training in National Incident Management System (NIMS) / Incident Command System (ICS).
3. Training in First on Scene Incident Command, Site Incident Command, And Hazardous Materials Awareness and/or other related emergency response trainings.